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From: **Bridging Brighter Smiles** <[customercare@bbsmiles.org](mailto:customercare@bbsmiles.org)>

Date: Thu, Jan 23, 2025 at 2:19 PM

Subject: Waunakee Community School District-MOU

To: <[MonicaKelsey-Brown@waunakee.k12.wi.us](mailto:MonicaKelsey-Brown@waunakee.k12.wi.us)>

As the current school year draws to a close, we at Bridging Brighter Smiles want to express our sincere gratitude for the opportunity to have served your schools this past year. Your partnership has been invaluable, and we are incredibly proud of the work we've accomplished together.

To highlight a few of the truly inspiring services we have been able to provide to your students and your teaching staff -

- Preventative dental hygiene services with our continued focus to see each student enrolled 2-3 times per school year
- Enhanced dental emergent program for your families to access a local dental provider
- Classroom education to your students within each designated classroom
- Incoming 4K Development Days

We believe in the power of collaboration, and the positive impact we can have when we work together. With that in mind, we are excited to look ahead to the next academic year and continue building on the successes we've achieved. We are excited to announce for the 2025/26 school year, we will be able to offer **on-site dental x-rays!** This additional procedure will allow us to enhance our program even further.

To formalize our commitment and pave the way for another year of impactful partnership, we are kindly requesting that you review and sign the attached Memorandum of Understanding (MOU) for the upcoming school year. This MOU outlines the terms of our agreement and allows us to efficiently plan and prepare for the continuation of our services.

We are genuinely enthusiastic about the opportunity to continue serving your schools and are ready to work alongside you to make the next year even more successful. Please don't hesitate to reach out if you have any questions.


Thank you once again for your trust and partnership. We look forward to a bright and productive future together.

Sincerely,

Jaimee Sixty  
Bridging Brighter Smiles, Inc.  
[www.bridgingbrightersmiles.org](http://www.bridgingbrightersmiles.org)  
Office: 262-896-9891

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 **MOU 25.26.doc**  
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## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into as of the 20th day of January, 2025, by and between Waunakee Community School District ("School") and Bridging Brighter Smiles, Inc., a Wisconsin nonstock, nonprofit corporation ("Bridging Brighter Smiles").

**WHEREAS**, Bridging Brighter Smiles is an IRS recognized charitable organization formed to reduce disparities in access to effective preventative oral hygiene services by making ongoing, preventative oral hygiene care available to children in Wisconsin public schools;

**WHEREAS**, School is a public school district in the State of Wisconsin and has determined that certain of its students lack access to affordable oral hygiene care and, without such services, may suffer considerable adverse consequences to their physical and/or mental well-being throughout their childhood years and potentially continuing into adulthood;

**WHEREAS**, Bridging Brighter Smiles has offered to arrange to make such services available to School's students through a cooperative arrangement, and School has determined to accept such offer in order to assist its students and their families in promoting the students' oral and overall health and well-being;

**NOW, THEREFORE**, in recognition of the foregoing:

1. **Participation.** School hereby welcomes the Bridging Brighter Smiles Oral Hygiene Program (the "Program") with respect to the 2025-26 school year. In furtherance of the same, School agrees to provide access to its students' and their families in order to offer participation in the Program.
2. **Services.** Bridging Brighter Smiles will make services available to School's students through the conduct of periodic clinics and related services at School's premises, with the specific dates thereof to be mutually agreed upon by Bridging Brighter Smiles and School from time to time. Bridging Brighter Smiles will cause the services to be provided by dental hygienists duly qualified and licensed in the State of Wisconsin, with the assistance of dental assistants and visit coordinators. Services offered through the Program will include oral screenings, cleanings, fluoride varnish applications, sealant placement, sealant retention checks, chair-side education, and classroom education.
3. **Eligible Students.** In light of Bridging Brighter Smiles' charitable mission, the Program is intended primarily for children of families having limited financial means and who would not otherwise have access to preventative oral hygiene care. Bridging Brighter Smiles will bill Wisconsin's Forward Health program (Badger Care) for services if and to the extent that reimbursement is available under such program. In the unusual event that services are provided to a child of a family having private dental insurance, Bridging Brighter Smiles will not bill the private insurance company; Bridging Brighter Smiles may, however, bill the family for services rendered.

4. Hygienist Qualifications. Each and every dental hygienist providing services to School's students pursuant to the Program will be subject to the prior approval of School, subject to limited exceptions as set forth below. School agrees that it will not make its approval decisions on the basis of any protected characteristic, including but not limited to race, color, national origin, sex, sexual orientation, age, religion, disability or veteran's status. As to each hygienist, Bridging Brighter Smiles will provide School with a copy of such hygienist's certificate of licensure within the State of Wisconsin (which School agrees to permit to be posted on the wall of School's facilities during all clinic service hours) along with a criminal background check. Bridging Brighter Smiles will ensure that each and every dental hygienist providing services to School's students is covered by appropriate professional liability insurance coverage (with minimum limits of \$1 million per occurrence and \$3 million aggregate). Bridging Brighter Smiles will ensure that each hygienist is covered by worker's compensation insurance and will provide School with evidence of the same.
5. Assignment of Hygienists. Bridging Brighter Smiles shall assign a dental hygienist to the School ("Assigned Hygienist") by completing and delivering the "Assignment of Dental Hygienist" in the form attached hereto as Exhibit A. In the event the Assigned Hygienist needs to be replaced, Bridging Brighter Smiles may provide a replacement Assigned Hygienist by completing and delivering an updated Exhibit A to the School. Notwithstanding the foregoing, Bridging Brighter Smiles reserves the right to assign alternate temporary coverage for School clinics in the event of vacation, illness, or other unscheduled absences affecting the Assigned Hygienist's availability (in which case an updated Exhibit A shall not be required).
6. Mobile Dentistry Registration. Bridging Brighter Smiles is registered as a Mobile Dentistry Program under Chapter DE 10 of the Wisconsin Administrative Code and agrees to comply with the applicable requirements thereunder.
7. Record of Services. Bridging Brighter Smiles will cause a visit outcome notification to be prepared for each student receiving clinic services pursuant to the Program. If more detailed information is needed by an outside dental provider, upon written release of records signed by a student's parent or guardian, Bridging Brighter Smiles will provide a copy of the student's Bridging Brighter Smiles, Inc. progress note.
8. Disclosure of Progress Note to School Nurses. School represents that a nurse employed by the School ("School Nurse") may, in certain circumstances, request a copy of a student's Bridging Brighter Smiles progress note for the limited purpose of treatment of the applicable student. The Parties agree that Bridging Brighter Smiles may rely on the School Nurse's reasonable request as to the limited treatment purposes in order to disclose a copy of the applicable student's Bridging Brighter Smiles' progress notes consistent with the Health Insurance Portability and Accountability Act of 1996 unless the applicable student's parent or guardian requests that Bridging Brighter Smiles does not disclose such student's Bridging Brighter Smiles progress note to the School Nurse.

This MOU is hereby entered into as of the date first written above.

**WAUNAKEE COMMUNITY SCHOOL DISTRICT**

**BRIDGING BRIGHTER SMILES, INC.**

Signed: \_\_\_\_\_  
Print Name: Monica Kelsey-Brown, Ph.D.  
Print Title: District Administrator  
Address: 905 Bethel Circle  
Waunakee, WI 53597

Signed: *Christine Wolff*  
Christine Wolff  
Executive Director  
711 W. Moreland Blvd, Suite 204  
Waukesha, WI 53188